

EARLY GRADUATION REQUEST

This Early Graduation Request must be completed prior to the student's final semester or quarter of attendance. It must be submitted to the Executive Director, Office of Secondary Schools, for final approval after it has been signed by the student, parent/guardian, school counselor, and site principal. A copy of the student's transcript with courses in progress must be attached and submitted to Veronica Ortega (vortega1@sandi.net), Office of Secondary Schools. The fully signed form will be returned to the school registrar for filing in the student's cumulative folder, registrar's Secondary School Counselor/Registrar Notebook, and the school counselor's Academic Review notebook.

School: _____ School Year: _____ Requested Graduation Date: _____

Student Name: _____ ID#: _____ Grade Level: _____ Class of: _____

Reason for Early Graduation Request: _____

Alternative Site Early Graduate: YES No If yes, indicate name of Home Site: _____

Certificate of Completion: YES No (if yes, section below DOES NOT need to be completed)

Current Schedule: _____

Class of 2016 and beyond credits earned: Completed (✓), or In Progress (IP), or Projected Course (PC)

6 Credits: World History 1,2 _____ US History 1,2 _____ Govt. _____ Econ _____

8 Credits: English 1,2 _____ English 3,4 _____ AmLit 1 _____ AmLit 2 _____ Sr. English 1 _____ Sr. English 2 _____ - Course taken: _____

6 Credits: Integ.Math I A-B (Alg) _____ Integ.Math II A-B (Geom) _____ Integ.Math III A-B (Int.Alg) _____ Other Math: _____

6 Credits: Biology 1,2 _____ Chemistry 1,2 _____ Physics 1,2 _____ Earth Science 1,2 _____ Other Science: _____

4 Credits: Language Other Than English _____ Language taken: _____ LOTE Certification: _____

2 Credits: Visual and Performing Arts _____

4 Credits: Physical Education _____ FitnessGram® completed _____

List any courses that will be taken through iHigh or Edgenuity as a first time course:

iHigh: _____

Edgenuity: _____

Current 9-12 WGPA: _____	Credits to Date: _____	Credits Currently Enrolled: _____
Projected Credits in Final Semester or Quarter: _____	Projected Total Credits: _____ (44 minimum)	

Early Graduation Request for (Student Name): _____ ID#: _____

Early graduates may participate in the June commencement after completing all graduation requirements. The diploma will be available at that time. Student or parent/guardian must confirm with school registrar if student will participate in the commencement ceremony during the current school year no later than April 30, 2018 to ensure student's name is included in the commencement program. Verification of early graduation can be sent to a community college, university, technical program, or armed forces recruitment office as requested by the student.

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

School Counselor Signature: _____ Date: _____

Does student plan to participate in commencement? YES NO

Approved by Principal: _____ (Please Print)

Signature: _____ Date: _____

OSS Office Notes (verification):

Reviewed by (signature): _____	Date: _____
<input type="checkbox"/> Approved	
<input type="checkbox"/> Denied (See OSS Office Notes)	

APPROVED BY:

Executive Director, Office of Secondary Schools